
N-FOCUS Interim Release Combined EA, MLTC & CFS August 10, 2014

An Interim Release of the N-FOCUS system is being implemented August 10, 2014. This document provides information explaining new functionality, enhancements and problem resolutions made effective with this release. This document is divided into four main sections:

General Interest and Mainframe Topics: All N-FOCUS users should read this section.

Electronic Application: N-FOCUS users responsible for case activity received through the Web based Electronic Application should read this section.

Developmental Disabilities Programs: N-FOCUS users who work directly with DD programs and those who work with the related Medicaid cases should read this section. Note: This section will only appear when there are tips, enhancements or fixes specific to Development Disabilities Programs.

Expert System: All N-FOCUS users with responsibility for case entry for AABD, ADC Payment, SNAP, CC, FW, IL, MED, and Retro MED should read this section.

Note: When new functionality is added to N-FOCUS that crosses multiple topics (ie General Interest and Mainframe, Alerts, Correspondence, Expert System etc) the functionality will be described in one primary location. This location will usually be the General Interest and Mainframe section or the Expert System section. Alerts, Work Tasks and Correspondence that are part of the new functionality will be documented in both the primary location that describes the entire process and in the Alerts, Work Tasks and Correspondence sections.

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General Interest and Mainframe

EA - Tie Paper Application to Program Case (Change)

Beginning with the 8/10/2014 release, the pre-filled EA-RA Review/Recert Application types, English and Spanish versions, will display in the Tie Application to Program Case window in the Mainframe. This window is accessed from the Main Menu, Actions>Tie Paper Application to Program Case.

N-FOCUS - Tie Paper Application to Program Case

File Actions Goto Help

Application Number

Form Type

Type

Applicant

Program Case

Program

EA-117 Application for Assistance

EA-117S Application for Assistance (Spanish)

EA-117A Supplement to the EA-117

EA-117A-S Supplement to the EA-117 (Spanish)

EA-117M Application for Assistance for Outstations

EA-RA Pre-filled EA Review/Recert Application

EA-RA Pre-filled Application (Spanish)

MLTC-53 Application for Medicaid and Insurance Affordability Programs

MLTC-53-S Application for Medicaid and Insur Afford Pgms (Spanish)

MLTC-64 Medicaid Application for Aged and Disabled

MLTC-64-S Medicaid Application for Aged and Disabled (Spanish)

EA-20 Breast and Cervical Cancer Medicaid Supplement Form

EA-30 Application for Aged, Blind and Disabled

EA-30-S Application for Aged, Blind and Disabled (Spanish)

AC 03-01-2014

AC 07-01-2014

AC 03-10-2014

AC 03-01-2014

Tie

When the application is tied, the Tie Application to Program Case Reason window will display. From the **Application Reason** dropdown menu select Recert for SNAP cases.

N-FOCUS - Tie Application to Program Case Reason

Application Reason: Recert

Application Received Date: 07-22-2014

OK Clear Cancel

...or select Review/Renewal for all other EA cases.

N-FOCUS - Tie Application to Program Case Reason

Application Reason: Review/Renewal

Application Received Date: 07-14-2014

OK Clear Cancel

These application types will also display in the Tie Application window in Expert System which is accessed through the **Review/Recertification** task flow.

When tying the application in this window, select Recert for a SNAP case from the **Reason** dropdown menu...

...or select Review/Renewal for all other EA cases.

Reason: Review/Renewal

Tie Application

Application Type: Paper Application

App Rec'd Date: 07-22-2014

E-App Number:

Program Case Assistance Code:

Paper Application Form Type: EA-RA Pre-filled EA Review/Recert Application

Reason: Recert

Applicant Name: COWELL SIMON

OK Cancel Help

MLTC - Tax Household with Unmarried Parent (Change)

If both parents are in the household, but only one is a tax filer and the child is a tax dependent of a parent, we form the child's Medicaid household based on the family relationships and not tax household. The adult parent-caretaker will still be formed based on the tax household.

This was previously working correctly with MED cases but not with CHIP cases, this has been fixed for the CHIP cases.

EA & MLTC - Policy Manual Help (Change)

The links that take you to Policy Manuals in N-FOCUS will now take you directly to the Certified Policy Manuals. To view manuals, follow these steps:

1. Click the appropriate manual to view the policy.

Policy Manuals

The following Eligibility Determination Policy Manuals are available:

[Child Care Subsidy Program - Title 392](#)

[Introduction to Program Manuals - Title 465](#)

[Aid to Dependent Children - Title 468](#)

[Aid to the Aged, Blind, or Disabled and State Disability Program - Title 469](#)

[Refugee Resettlement Program - Title 470](#)

[Social Services for Aged and Disabled - Title 473](#)

[Social Services for Families, Children, and Youth - Title 474](#)

[Food Stamp Program - Title 475](#)

[Nebraska Low Income Energy Assistance Program - Title 476](#)

[Medicaid Eligibility - Title 477](#)

[Child Welfare Payment Title 479](#)

(07-2014)

The selected manual will display at the Table of Contents level.

2. Click the Chapter you would like to view.

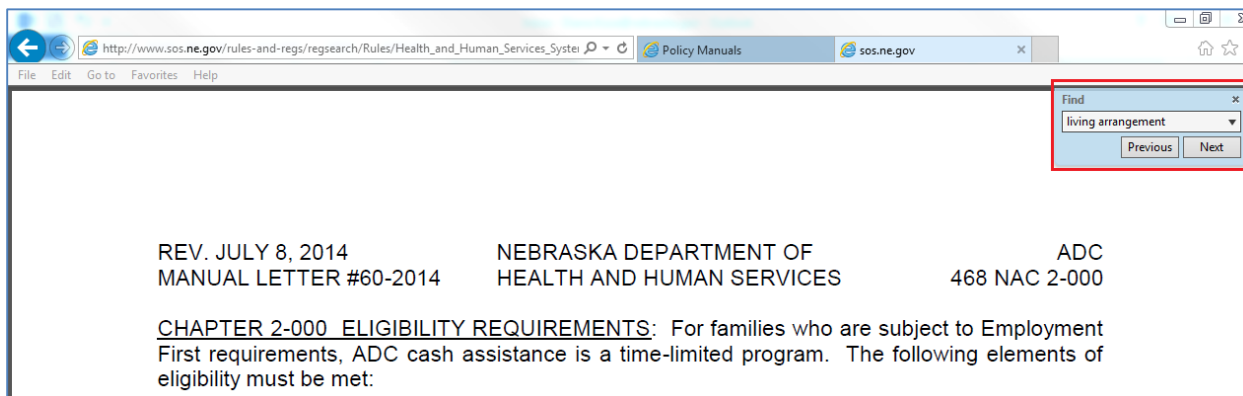
The manual material will open.

The screenshot shows the official Nebraska Government Website for the Nebraska Department of Health & Human Services (DHHS). The header includes the department's name and the tagline "Helping People Live Better Lives". A navigation bar lists various services: Behavioral Health, Children & Family Services, Developmental Disabilities, Medicaid & Long Term Care, Public Health, and Veterans' Homes. Below this, the page title is "Title 468 -- Aid to Dependent Children (ADC) Program". A search bar is visible. The main content area displays a "Table of Contents" with links to "Title 468 Appendix", "Chapter 1" (General Background), "Chapter 2" (Eligibility Requirements and Employment First), "Chapter 3" (Determination of ADC Benefits), "Chapter 4" (Reserved), "Chapter 5" (Reserved), and "Chapter 6" (Emergency Assistance (EA) to Needy Families with Children).

Searching within a Policy Manual (Tip)

To search within a Policy Manual Chapter, do the following:

1. On your keyboard, hold down the Ctrl key and press the letter F (Ctrl+F)
Result: A Find box will display at the top of the page.
2. Type the word or words for which you are searching.
3. Click the Previous or Next button.



Correspondence

CFS - Relative Notification (New)

In accordance with DHHS Policy Memo #27-2012, regarding notifying relatives when a child has been placed in Out of Home Care, relatives must be notified of the child's circumstances.

This is a two stage process. The steps are:

1. Establishing and Notifying the Relatives
2. Notifying the Court of your efforts to notify the Relatives.

Refer to the Children and Family Services Section, Relative Notification section for additional details.

CFS - Notice to Court (New)

After notifying relatives regarding possible placement or ongoing involvement, you are also require to send a notice to the Court regarding your efforts to notify relatives.

Refer to the Children and Family Services Section, Relative Notification, Create Court Notice Document section for additional details.

Alerts

EA & MLTC - SEW Alerts (Change)

The SEW Alerts have been changed back to ARP alerts instead of Program Case alerts. When clicking the Interface icon on the List Master Case Alerts window the person's name and SSN will once again populate on the Interface Menu window.

Interface Menu

MLTC - Verify Current Income Window – TALX (New) effective 08/06/2014

Earned income verification for Pending or Active persons age 16 or older in a Medicaid program may be requested from a federal contractor through the Federal Data Services HUB.

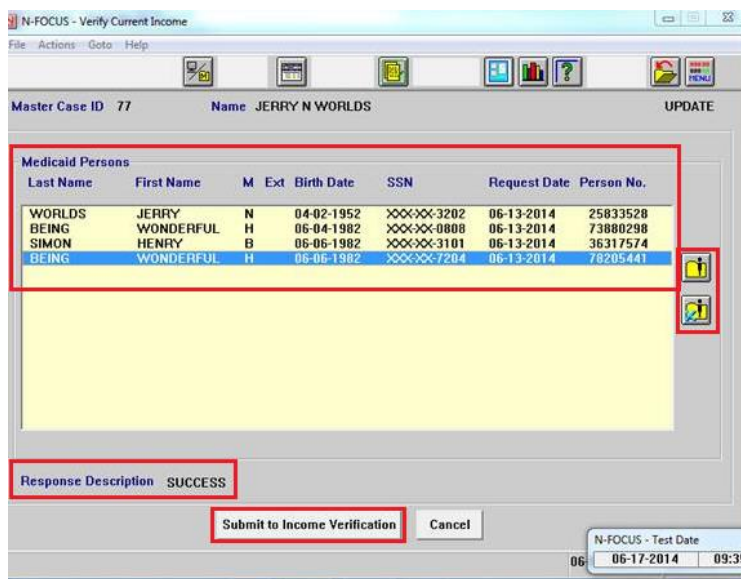
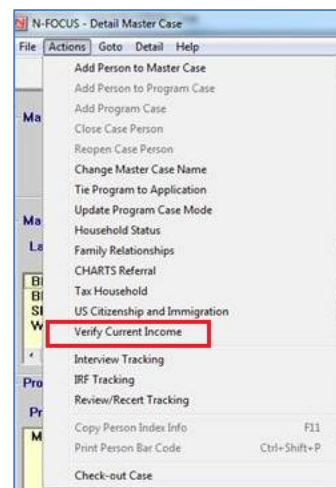
Note: This service is also known as TALX.

To submit a request, follow these steps:

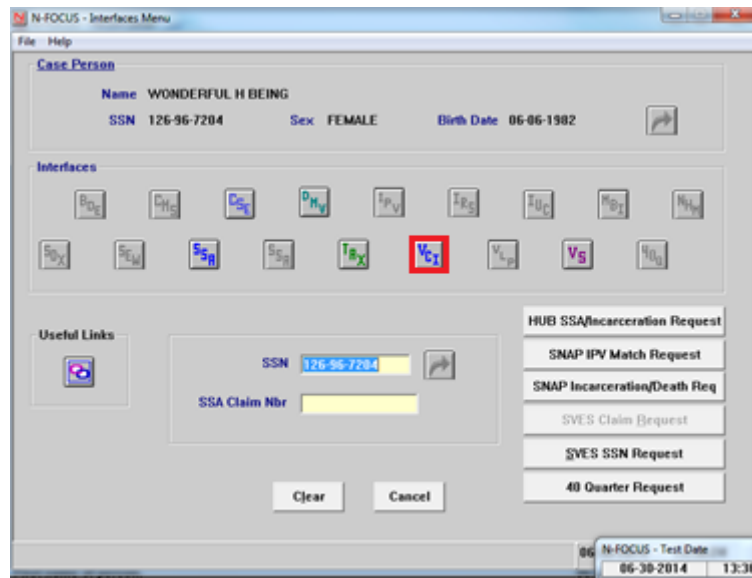
1. From the Detail Master Case Window, select Actions>Verify Current Income.

Note: The Verify Current Income window displays all of the persons aged 16 or older in a Medicaid Program Case within the Master Case. Included in the display are First, Last, Middle names plus extension, Date of birth, last for digits of the SSN, Request Date and ARP number.

2. Select the appropriate Medicaid Person.
3. Click the Submit to Income Verification button to submit a request to the federal contractor through the Federal Data Services HUB.
4. The Response Description will indicate whether or not the request for the selected Medicaid Person has received a successful response. Response Descriptions include:
 - a. SUCCESS: a data match was found.
 - b. APPLICANT NOT FOUND: no data match was found for the individual



- c. SUCCESS – NOTE: RESPONSE RECORD HAS ONE OR MORE MISSING DATA FIELDS: a data match was found but one or more data fields are missing (see below).
 - d. DATA SOURCE SYSTEM ERROR: Indicates an error at the contractor.
 - e. UNEXPECTED SYSTEM EXCEPTION: Indicates an error at the HUB.
5. Once a response is received workers may resubmit Income Verification requests.
6. When a response is SUCCESS, select the Interface Icon to go view the data.
 - a. Select the person and the following icons become enabled:
 - Interface Icon – Select this icon to navigate to the Interfaces Menu to view a successful response.
 - Person Icon – Select this icon to navigate to the Person Detail window.
7. The interfaces menu displays. Select the VCI (Verify Current Income) icon.



Result: The Verify Current Income List window will display.

MLTC - Verify Current Income – VCI Interface (New)—effective 08/06/2014

The Case Person box on the Verify Current Income List window displays the name, Social Security Number and birthdate of the person.

The Request box displays the Request Date, Request time, Response Date, Record Effective Date and Response Description of each request.

1. Select a row you wish to view from the Request Box.

Result: The Employer Name and Employer Federal Tax Identification number will display and the Employer Information button will become active.

The screenshot shows the N-FOCUS - Verify Current Income List window. It has a menu bar (File, Goto, Help) and a toolbar with various icons. The main area is divided into sections. The 'Case Person' section displays: Name: WONDERFUL H BEING, SSN: 126-96-7204, Sex: FEMALE, Birth Date: 06-06-1982. Below this is a table with the following data:

Request Date	Request Time	Response Date	Record Effective Date	Response Description
06-13-2014	13:11:46	06-13-2014	05-15-2014	SUCCESS

Below the table, the 'Employer Name' is 'HUB TEST EMPLOYER 4' and the 'Employer Fed Tax ID' is '96-8312536'. At the bottom right, there is an 'Employer Information' button.

The following responses will display in the Response Description column:

Response Description Column	Response Definition
SUCCESS	Data was found for the person.
APPLICANT NOT FOUND	Data was NOT found for the person
SUCCESS – NOTE: RESPONSE RECORD HAS ONE OR MORE MISSING DATA FIELDS	One or more fields are missing data.

2. Click the Employer Information button.

Result: The Verify Current Income – Employment Information window will display the following data:

N-FOCUS - Verify Current Income - Employment Information

Employee Information				
Last Name	BEING			
First Name	WONDERFUL			
Middle Name	HUMAN			
Date of Birth	06-06-1982			
Employment Information				
Name	HUB TEST EMPLOYER 4			
Address:	1783 MAIN STREET SOUTH FIRST FLOOR NORWALK CA 90650			
Fed Tax ID	96-8312536			
Base Compensation Information				
Pay Rate	1117.46			
Pay Rate Frequency	WEEKLY			
Pay is Received	WEEKLY			
Annualized Income	58107.92			
Pay Period Information				
Pay Date	Pay Period End Date	Pay Period Hours	Gross Income	Net Income
05-15-2014	05-08-2014	40.00	1117.46	692.83
05-08-2014	05-01-2014	40.00	1117.46	692.83
05-01-2014	04-24-2014	40.00	1117.46	692.83
03-24-2014	03-17-2014	40.00	1117.46	692.83
Employment Information				
Employee Status	ACTIVE			
Original Hire Date	11-01-2004			
Begin Date	11-01-2004			
End Date				
Annual Compensation Information				
Income Year	Base Compensation	Total Compensation		
2014	3352.38	3352.38		
2013	62081.20	62081.20		

OK

N-FOCUS - Test Date
06-20-2014 11:24

The following information is contained in the Verify Current Income Employment Information window:

- **Employee Information** – Full Name and Date of Birth of the employee
- **Employment Information** – Name, Address and Federal Tax Identification number of the employer
- **Base Compensation Information** – Pay Rate, Pay Rate Frequency, Pay Is Received, and the Annualized Income Amount
- **Pay Period Information** - Pay Date, Pay Period End Date, Pay Period Hours, Gross Income and Net Income –
 - **Note:** This information displays for each Pay Period in the scroll box
- **Employer Information** – Employee Status, Originals Hire Date, and the End Date
- **Annual compensation Information** - Income Year, Base Compensation and the Total Compensation

Note: When the Verify Current Income List window, Response Description column indicates SUCCESS – NOTE: RESPONSE RECORD HAS ONE OR MORE MISSING DATA FIELDS, the following information will display on the Verify Current Income – Employment Information window:

Field Name	Information Displayed
Text Field Such as a Name Field	NF (Not Found)
Date of Birth	01-01-1800
Pay Rate	9999999999.99
Pay Date	1800 Series or blank if not a valid date
Amount Field	999999999.99
Pay Period Hours	9999.99
Income Year	1800 series or blank if not a valid date
Base Compensation	999999999.99

See the example below of what will display (or be blank) when data is not available.

We are not expecting missing data to the extent in this picture.

The screenshot shows a software window titled "II-FOCUS - Verify Current Income List". It has a menu bar with "File", "Goto", and "Help". Below the menu bar are several buttons: "BDE", "CMG", "CSE", "IUC", "IRS", and "HBY". The window is divided into sections. The "Case Person" section shows "Name BRIANN J MOUNTAIN" and "1952". Below this is a table with two columns: "Effective Date" and "Response Description". The table contains seven rows, all with the date "2014". The first row's response description is "SUCCESS - NOTE: RESPONSE RECORD HAS ONE OR MORE MISSING DATA FIELDS". The remaining six rows have the response description "SUCCESS". Below the table is the "Employer Information" section, which shows "Employer Name RAJP'S WORLD." and "Employer Fed Tax ID 12-3456789". A button labeled "Employer Information" is at the bottom right of the window.

Effective Date	Response Description
2014	SUCCESS - NOTE: RESPONSE RECORD HAS ONE OR MORE MISSING DATA FIELDS
2014	SUCCESS
2014	SUCCESS
2014	SUCCESS
2014	SUCCESS
2014	SUCCESS
2014	SUCCESS

See the example on the following page of the data that will be displayed when the Response Description column on the Verify Current Income List window indicates SUCCESS – NOTE: RESPONSE RECORD HAS ONE OR MORE MISSING DATA FIELDS. (Note: This response indicates one or more fields are missing information.)

When First Name is Blank then it displays 'NF'

When DOB is blank then it displays 01-01-1800

When Pay Rate is blank then it display 9999999999.99

1800 series dates are not valid dates. These are displayed when blank

Amount fields when blank it displays 9999999999.99

When Pay Period Hours blank it display 9999.99

Amt fields when blank it displays 9999999999.99

1800 series year are not valid year. These are displayed when blank.

Pay Period Information	Pay Date	Pay Period	Rate	Pay Period Hours	Gross Income	Net Income
01-01-1803	04-15-2014		49.40		358.08	328.41
01-01-1805	05-13-2014		53.10		384.91	45.00
01-01-1806	01-01-1800		7.80		9999999999.99	52.43
01-01-1807	06-01-2014		9999.99		253.68	9999999999.99

Income Year	Base Compensation	Total Compensation
1800	9999999999.99	12.00
2014	2233.98	14234.98

Expert System

EA - Child Care Earned Income Disregard (Change)

Legislative Bill 359 allowed for the child care case that has earned income and has been active for 12 consecutive months or longer to receive a 10% earned income disregard if eligibility. Continuous child care assistance is defined as no break in child care services (CC program case active) greater than 30 days or 1 month. The 12 months continuous eligibility could be established between multiple master cases and/or child care program cases.

Expert system budgeting will automatically apply the 10% disregard if earned income is detected in a child care (CC) budget for a CC budget type that income is considered and the CC program case has been active for 12 consecutive months or longer. Current family and without regard to income, for example, are CC types that do not consider income and the disregard will not be applied.

In the same Child Care budgeting, earned income is detected and considered but there is not 12 consecutive months active eligibility for the Child Care program case, the worker will be prompted with the following message:

CC Earned Income Disregard Confirmation

There is earned income in this budget, but the system did not detect this case has 12 consecutive months eligibility.

Do you want to apply the earned income disregard based on your knowledge of continuous eligibility standard being met in combination with other child care program cases in this or another master case?

☐ Yes ☐ No

OK Cancel

If “Yes” is selected, the 10% disregard will be applied. If “No” is selected, the 10% disregard will not be applied. The "cancel", will return to budgeting window.

During MESA runs, the case worker cannot be prompted to answer “Yes” or “No” to apply the 10% disregard, so MESA will look at the most recent budget that has already been authorized. If that budget has the 10% Earned Income Disregard applied, MESA budgeting will apply the 10% earned Income Disregard. If not, it is a stop point for mesa and an alert will be generated ‘MESA was not able to complete budgeting. Process ~ budgets’.

The Benefit Summary Main window will reflect the new Earned Income Disregard.

SANDERS, KEIFER		CC	Sliding Fee	Regular
Resource Total	0.00		Unit Size	5
Resource Limit	6000.00		Number Eligible Children	3
Earned Income	725.63		Eligible As:	
Earned Income Disregard	72.56		Sliding Fee	
Unearned Income	2175.00		Family Fee	243.00
AABD Amount	0.00		First Child	81.00
Net Income	2828.07		Each Additional Child	81.00
Income Limit	3023.99			
Resource Test:	Pass		Service Need Reason:	
Income Test:	Pass		Employment and training/education	
			Creation Date:	06-23-2014

MLTC - Reconfigure ADC/TMA from MAGI Budget (Fix)

If a client is in a MAGI Program Case and fails income requirements after being in a MAGI Program Case for at least 3 out of the last 6 months, N-FOCUS will automatically reconfigure the case to an ADC/TMA Program Case.

N-FOCUS was working this way prior to the July release and it is something that we did not intend to stop. This issue has now been fixed.

EA and MLTC – Application Processing Delay Reason Window (Change)

The following Delay Reason Code has been added with this release:

Reopen Case – New Application Not Required

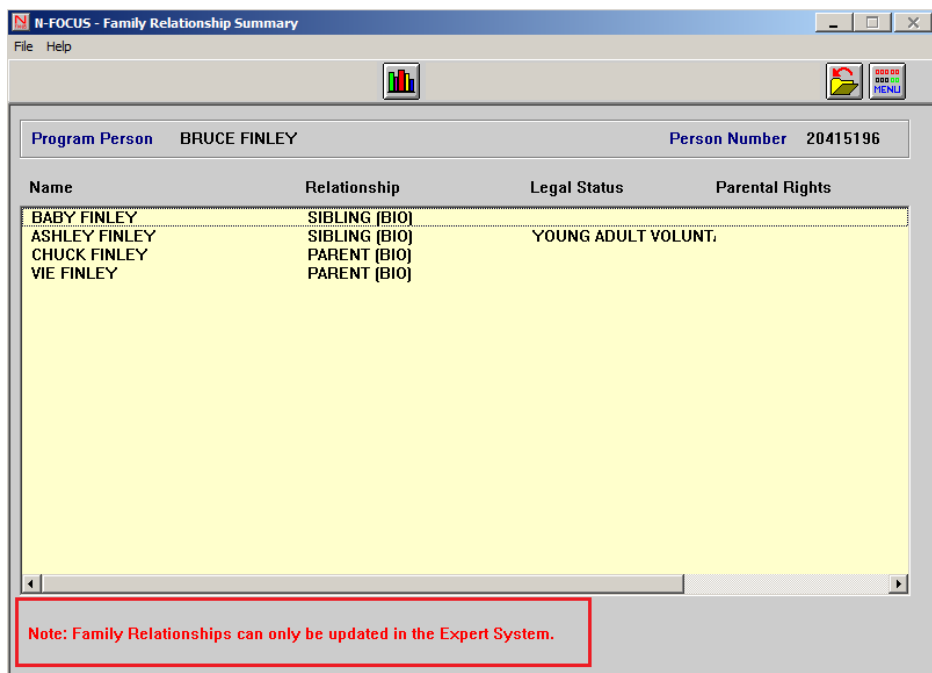
This reason code is to be used if a case was closed for failure to provide and the information needed was provided within 90 days. When the case is reopened, the worker will need to provide the Application Received Date. If the date is over the timeliness threshold, the worker will need to enter the reason for the delay.

Family Relationship Summary (NEW)

With this release, we have added a view only window, showing a summary of the Family Relationships that have been entered in the Expert System. The Summary window will display after highlighting a person in the Detail Program Case and clicking on the new Family Relationship Summary icon.

The Summary window will show how other people in the Program Case are related to the person selected.

Note: Family Relationships can only be updated in the Expert System.

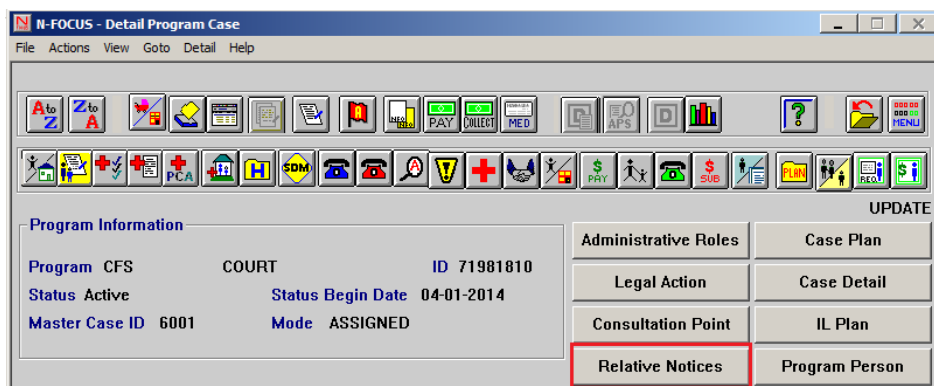


Relative Notification (New)

In accordance with DHHS Policy Memo #27-2012, regarding notifying relatives when a child has been placed in Out of Home Care, we have added the Relative Notification functionality to N-FOCUS. This will be a two phase process:

1. Selecting and Notifying the Relatives
2. Notifying the Court of your efforts to notify the Relatives.

The Notification process begins by selecting the Relative Notices push button on the Detail Program Case window.



Creating a Relative Notification

1. Navigate to the Detail Program Case window.
2. Select the Relative Notices push button.

Result: The List Relative Relationships window displays.

Relative Notices

Note: The Children list box will display the names of children in the CFS Program Case under the age of 19.

3. Select the Search Relative Out select arrow.

Result: The Person Search window displays.

Note: If the person you are adding is not in the N-FOCUS system, you will receive the message, "Person Not Found". Click OK and then the Cancel push button. You will return to the List Relative Relationships window with the message that you may add a new person.

After adding the new person, the List Relative Relationships window will display with the person listed in the Relatives list box.

5. Select the child(ren) related to the Relative person.

Note: You can select one or multiple children in this group box.

6. Select the Relative name.

Note: You can only select one Relative at a time in this group box.

Result: The Add Relationship and Add Notification push buttons enable.

7. Select the Add Relationship push button.

Result: The Relationship Type dialogue box displays.

8. Select the appropriate Relationship from the drop-down box.
9. Select OK.

Result: The Relationship information will displayed.

N-FOCUS - List Relative Relationships

File Actions View Details Help

Master Case ID 6001 Program Case Name BRUCE FINLEY

Relative Name	Relationship	Child Name
---------------	--------------	------------

Children: BABY FINLEY, BRUCE FINLEY

Relatives: CHUCK FINLEY

Search Relative, Add Relationship, Add Notification

N-FOCUS - Relationship Type

Non-Custodial Parent
Alleged Father
Grandparents - Maternal
Grandparents - Paternal
Brother
Sister
Aunt - Maternal
Uncle - Maternal
Aunt - Paternal

10. Repeat Steps 3 - 9, for each Relative to be contacted.
11. Select a Relative name.
12. Select the Add Notification push button.

Add Notification

Result: The Detail Relative Notification window displays. (Shown on the following page)

Note: The Related Children box will only display those who have an Active Out of Home placement.

13. Select the appropriate child(ren).
14. In the Relative Notification group box, select the Contact check box.
15. Enter the Date of the Contact.
16. Select the appropriate Contact Type from the drop-down box.

Note: The options available in the Type drop down list will change depending on the Relative Notification type selected (Contact or Response).

If 'Letter' is selected as the Contact Type, you will be directed to print the letter upon clicking the Save & Close icon.

If 'Letter' is selected as the Contact Type, and the Relative does not have an Address documented in N-FOCUS, you will be directed to add an Address, using the Person Detail pushbutton.

If you are prepared to enter the Response in conjunction with entering the Contact Type, you can use the Save & Next icon to refresh the window and enter the appropriate Response.

17. Select Save & Close.

Result: The List Relative Relationships window displays.

18. You will repeat Steps 11-17 for each Relative you have identified.

Documenting Relative Notification Response

To document the Relative Notification Response, follow these steps:

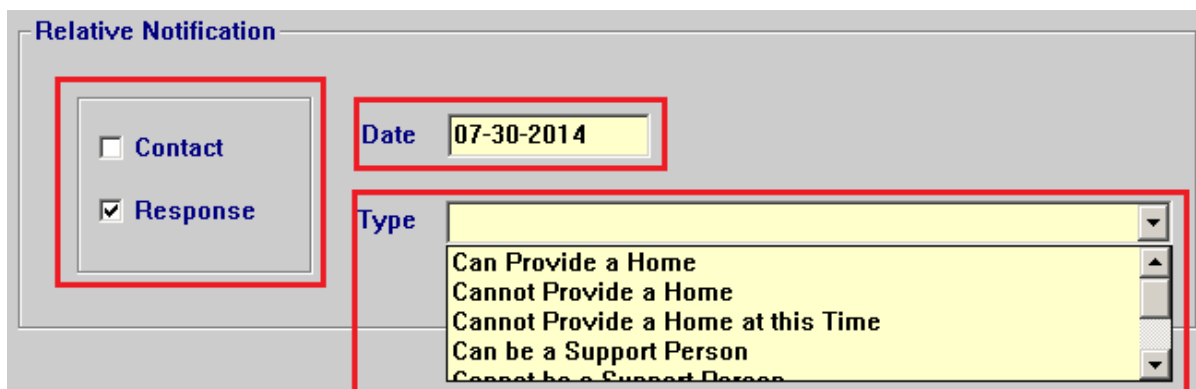
1. Upon receiving a Response to a Notification, on the List Relative Relationships window, select the responding Relative's name.

Result: The Add Notification push button enables.

2. Select the Add Notification push button.

Result: The Detail Relative Notification window displays.

Note: The Related Children box will only display those who have an Active Out of Home placement.



3. Select the appropriate child(ren).
4. In the Relative Notification group box, select the Response check box.
5. Enter the Date of the Response.
6. Select the appropriate response Type from the drop-down box.
7. Select Save & Close.

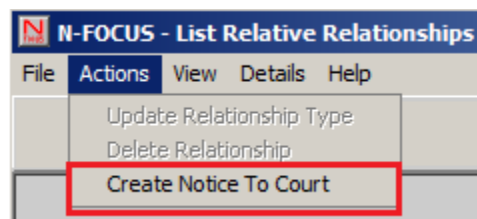
Result: The List Relative Relationships window displays with the Response Date and the Response Type in the upper box. (Scroll Right).

Create Court Notice Document

After notifying relatives regarding possible placement or ongoing involvement, you are also required to send a notice to the Court regarding your efforts to notify relatives. You will use these step to create the Court Notice, but it will be sent to the Court through the N-FOCUS Batch Process.

1. Navigate to the List Relative Relationships window.
2. Select Actions>Create Notice to Court.

Result: The Create Notice to Court window displays.



3. Select a child from the Children group box.
4. Select a parent from the Case Persons group box.
5. Click the Add Parent push button.

Result: The selected Case Person displays in the Parent text field.

Note: If a parent has not been listed as a Case Person, the name can also be typed into the Parent text field.

6. Select the appropriate Court from the Court to Notify drop-down list.
7. Enter the appropriate Court Docket Number and Page Number, if known
8. Use the Out Select arrow to select the Prepared By worker.
9. Click OK.

Result: The Court Notice will be sent to the identified Court via the N-FOCUS Batch Process.

Note: A copy of the Court Notice will be stored in the Correspondence Section of N-FOCUS.

FC Pay (New)

With this release, we have updated the FC PAY functionality in order to incorporate the new Nebraska Caregivers Responsibility check list. Like the old FC PAY, the new functionality will automatically calculate the Out of Home Maintenance payment amount based on the child's age and the Level of Care documented in the Nebraska Caregivers Responsibility check list.

Compute Payment Determination

To compute the Payment Determination, follow these steps:

1. Navigate to the Detail Program Case window.
2. Select the person for whom you want to create the payment determination.

Note: You must do this for each individual child. You cannot select multiple children.

3. Select the Payment Determination icon.

Result: The Detail Payment Determination window displays.



Note: If other Payment Determinations have been documented, the List Payment Determination window will display. From this List window you can select the New icon.

4. Enter the Assessment Date.
5. Select the appropriate Assessment Type from the drop-down box.
6. Select the Completed By out select arrow.

Result: The Search Office Position window displays.

7. Search for the appropriate worker and using the blue return arrow, return to the Detail Payment Determination window.

8. Select the Save icon.

Result: The Caregiver Responsibilities push button and the Caregiver Resp. Summary pushbutton enable.

9. Click on the Caregiver Responsibilities push button.



Result: The Nebraska Caregiver Responsibilities window displays.

10. Select the appropriate Level of Care statement.
11. Enter the Caregiver Responsibilities Detail narrative.

Note: This narrative is optional for Level 1, but is required for Levels 2 & 3.



Select the Max icon to view narrative in a separate, larger window.

Select the ABC icon to Spell Check the narrative.

12. Move to the next Caregiver Responsibility Category by using the drop-down box for the number of Categories or by selecting the Save and Next push button.

Note: A Level of Care selection must be selected for all 8 Categories.

13. Select the Save and Close push button.

Result: The Detail Payment Determination window displays with the Payment Information.

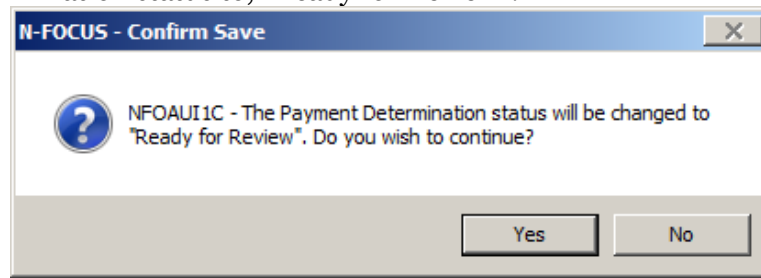


The screenshot shows a window titled "Payment Information" with a light gray background. It contains three lines of text in a blue font: "Points Determined 11", "Level of Parenting ENHANCED", and "Out of Home Maintenance Amount 27.50 / Day".

Note: If you select Yes, it will take you to Service Authorization List window where the worker can then create a new Service Authorization. For details see Service Authorization. If you select No, the Detail Program Case window displays.

14. Select Actions – Update Status.

Result: The Confirm Save message displays, asking if you want to change the Payment Determination status to, "Ready for Review".



15. Select Yes.

Result: The Detail Payment Determination window displays with the Status of 'Ready for Review'.

Note: Supervisor will be responsible for setting Status to 'Final'.

Nebraska Caregiver Responsibilities Summary Window

This is a view only window. To access this window, click the Caregiver Resp. Summary pushbutton on the Detail Payment Determination window.

Caregiver Resp. Summary

The Nebraska Caregiver Responsibilities Summary window is used review the selections made regarding the level of care from the Nebraska Caregiver Responsibility window.

- Highlighting a Responsibility Category will display the full text regarding the level of care selected.
- Click the Rating Details to view the Nebraska Caregiver Responsibilities window associated to the highlighted Responsibility Category.

N-FOCUS - Nebraska Caregiver Responsibilities Summary

Child's Name BRUCE FINLEY

Foster Parent MADELINE KAHN

Responsibility Category	Level	Score
Medical/Physical Health and Well-being	L2	2
Family Relationships/Cultural Identity	L1	1
Supervision/Structure/Behavioral and Emotional	L2	2
Education/Cognitive Development	L1	1
Socialization/Age-Appropriate Expectations	L1	1
Support/Nurturance/Well-Being	L2	2
Placement Stability	L1	1
Transition To Permanency and/or Independent Living	L1	1

Level Full Description

Caregiver arranges, as needed, visits with medical specialists, assists with treatment of specific health concerns, and management of personal care needs, such as treating severe cases of asthma, physical disabilities, and pregnant/parenting teens.

Rating Details Close Help

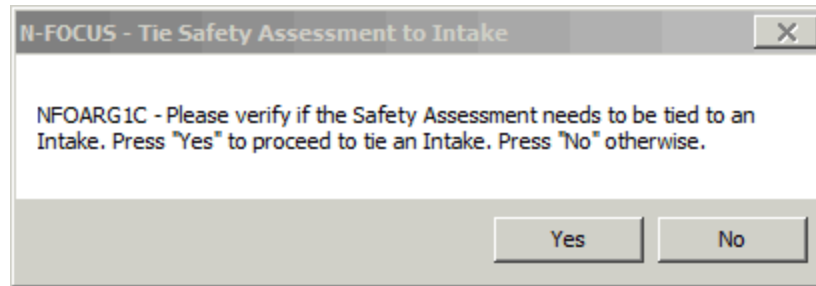
Placement Concerns Intake Status Reason (New)

A new status reason is required for intakes that do not meet the requirements for an 'Accepted' intake to investigate abuse/neglect, but there are placement concerns with an out of home placement that would necessitate an SDM APSS (placement assessment) to be completed. The new status reason for 'Placement Concerns' will be available for Child Abuse/Neglect intakes with a final screening decision of 'Not Accepted'. In order to select this status reason the intake must have an Organization with a role of Allegation Involved, Allegation Site, Residence, or Service Provider. When an intake is closed with this new status reason any allegations in the intake will have a finding of 'Intake Not Accepted' entered.

Tie Intake Message for Assessment of Placement Safety and Suitability (APSS)

The following message will appear on the SDM APSS assessments to ask the workers if they would like to tie the APSS to an intake. If they answer 'Yes', then they will flow to the tie intake process. If they answer 'No', they will just return to the APSS window.

This message will appear upon the initial save of the APSS and again when the status is being updated to 'Ready for Review'.



YAVS Program Service Referrals (Change)

With this release, Service Referrals can now be created for Young Adults in the Bridge to Independence Program.